Product Implementation Process

PROCEDURE:

- 1. An implementation needs assessment form (copy attached) is completed by MMD Nurse Consult Service and/or Nursing and Patient Care Services' Professional Practice Development staff/designee for each Standardization Committee approved product. Upon completion of the needs assessment form each product is assigned to a service intensity category (Category One [very low] to Category Four [very high]).
- 2. Implementation of each Standardization Committee approved product occurs only after successful completion of identified pre-implementation needs.
 - 3. A bi-annual summary report is provided to the Standardization Committee for each product, product service intensity category, implementation lessons learned, implementation process improvements made.

Product Approved

Product Needs Assessment Form Completed. Implementation Needs Identified. Components for Each Implementation Need Specified.

Timeline for Each Implementation Need Identified. Product Implementation Service Intensity Determined.*

Successful Completion of Identified Implementation Needs.*

Product Implemented

Bi-Annual Summary Report to Standardization Committee by Product, Service Intensity Category, Lessons Learned, Improvements Made.

* Details for this step (forms, written guidelines, records) are located in the MMD Nurse Consult Office and in Nursing's PPD Standardization Committee Representative's Office.

Product Implementation Process NEEDS ASSESSMENT FORM

Product (Supply
Item): Date Form Completed by (circle): MMD PPD MMD/PPD
Date Form Completed by (circle): MMD PPD MMD/PPD Product Type (circle): Replacement New
Check All That Apply:
Single dept/ area involved.
Specify:
Multiple dept/ areas involved.
Specify:
Major CHS Impact (e.g. custom kit change; product line switch-out).
Specify:
Usage overseen by trained staff.
Specify:
New technology involved.
Specify:
Learning curve anticipated.
Specify:
Other Committee/ Department Approval needed.
List:
Liot.
Timeline (start to finish)
All Product Components needed to implement
Comment:
Timeline (start to finish)
Transition team needed.
List areas to be involved:
Inservice needed.
List acceptable type(s):
Timeline (start to finish)
Education validation needed.
List acceptable documentation
Timeline (start to finish)
Skills validation needed
List acceptable documentation
Timeline (start to finish):
SOPnew or change needed
Comment(s)
Timeline (start to finish):
Product Update/ Information needed
Comment(s)
Post Assessment needed
Comment(s)
Orther Comments:
Product Service Intensity (circle one category): ONE TWO THREE FOUR

Product Implementation Process Flowchart

